



**Special City Council Meeting  
6:00 PM, MONDAY, JULY 15, 2013  
Conference Room A  
Farmington City Hall  
23600 Liberty St  
Farmington, MI 48335**

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**SPECIAL MEETING AGENDA**

**1. ROLL CALL**

**Roll Call**

**2. APPROVAL OF AGENDA**

**3. PUBLIC COMMENT**

**4. PLANNING COMMISSION AND BOARD OF ZONING APPEAL**

**A. Planning Commission and Board of Zoning Appeal Appointments**

**5. ROAD MILLAGE RENEWAL**

**A. Discussion - Road Millage Renewal**

**6. ECONOMIC INCENTIVES**

**A. Discussion - Economic Incentives**

**7. OTHER BUSINESS**

**8. COUNCIL COMMENT**

**9. ADJOURNMENT**

**Farmington City Council  
Staff Report**
**Council Meeting Date:**  
July 15, 2013

**Reference  
Number  
(ID # 1327)**
**Submitted by:** Vincent Pastue, City Manager

**Description:** Planning Commission and Board of Zoning Appeal Appointments

**Requested Action:**
**Background:**

As a result of Steve Schneemann's appointment to the City Council, and other existing vacancies on various boards and commissions, City Administration is submitting a few recommendations.

Planning Commission - Mr. Schneemann's appointment to the City Council creates a vacancy on the Planning Commission. Both Kevin Christiansen and I would like to recommend Paul Buyers to the Planning Commission. Paul has been on the Board of Zoning Appeals for over ten years and has served as chairperson for the last several. Kevin worked with him when he was on the Board of Zoning Appeals. We both feel that he would be an excellent selection. In the past, Paul expressed interest in serving on the Planning Commission. Paul is an attorney and his office is located on Grand River on the east end of Downtown.

If the Council appoints Mr. Buyers, this would leave a vacancy on the Board of Zoning Appeals. The Board of Zoning Appeals must have five members. We currently have five members and one alternate. In this case, Miriam Kmetzo would be a permanent member who would complete the five-member Board. Steve Majoros has been a long-time member and Mr. Christiansen feels he would serve effectively as the chairperson. We would recommend that an alternate or two be appointed.

It should be noted the City Manager's office received an application from a resident, Karla Aren, who lives on Brookdale to serve on the Planning Commission. Attached is her application.

**Agenda Review**
**Review:**

<b>Vincent Pastue</b>	<b>Pending</b>
<b>City Manager</b>	<b>Pending</b>
<b>City Council</b>	<b>Pending</b>



APPLICATION FOR  
BOARDS, COMMISSIONS AND COMMITTEES

Thank you for your interest in serving the City of Farmington as an appointed public representative.  
Applications will be maintained on file for future consideration

Date: 10-25-13

Name: Aren Karla D.  
Last First Middle

Home Address: 22814 Brookdale St. Farmington 48336  
Number & Street City Zip

Home Telephone: 248-790-4959 Voting Precinct: 2

Email: karlaaren@gmail.com

Employer: Integra Realty Resources - Detroit

Business Address: 400 W. Maple - Suite 100 Birmingham 48009  
Number & Street City Zip

Business Telephone: 248-540-0040 x124

Have you been a resident of Farmington for the past 12 months? yes

Please state your reasons for volunteering to serve our community as an appointed public representative..

I have pride in our hometown and a desire for Farmington to thrive while honoring the integrity of our city's character. I appreciate good urban planning & the Main Street program approach to revitalize traditional districts. Public safety, transportation and sustainability are important to me.

PLEASE CIRCLE YOUR PREFERENCE(S)

Planning Commission .

- A. Aging Commission
- B. Arts Commission
- C. Beautification Awards and Committee
- D. Board of Review
- E. Charter Review Committee
- F. Commission on Children, Youth & Families
- G. Construction Board of Appeals
- H. Downtown Development Authority\*
- I. Historical Commission
- J. Library Board of Directors
- K. Southwestern Oakland County Cable Commission
- L. Traffic & Safety Board
- M. Zoning Board of Appeals

\*City of Farmington residency not required

## EDUCATION ACHIEVEMENT

Appraisal Institute	Limited License	2000
Name of College/University	Degree	Year Attained
Calvin College	Bachelor of Arts	1992
Name of College/University	Degree	Year Attained
Inter City High School	Diploma	1988
Name of Institution/High School	Diploma/Certificate	Year Attained

(Degree or advance education is not required for appointment consideration)

## EMPLOYMENT/PROFESSIONAL EXPERIENCE

Please describe your professional qualifications and/or employment experience.

- Real Estate Appraiser - 8 yrs
- Real Estate Salesperson - 2 yrs.
- Familiar with Master Plan & Zoning Maps, County GIS Programs, City bs & a Assessing Data, Flood Plain Maps, Main Street program & preservation Wetlands Mapper & m CGI/Dept of Environmental Quality

## COMMUNITY/PUBLIC SERVICE EXPERIENCE

Please describe your previous experience with community-based organizations or other volunteer activities.

Worked with The Salvation Army - Dearborn Heights Corps Community Center as a youth volunteer for six years (teen activities coordinator, overnight rallies, Sunday school, etc), Corps Council member for two years (building administration), and Disaster Services (local situations & promotional events).

Volunteered as Arts Smarts Coordinator & Presenter, 5 yrs. It is an elementary school art history & appreciation program, in coordination with Farrington Public Schools and the Farrington Community Arts Council.

## SPECIAL SKILLS AND ABILITIES

Please describe any special skills, abilities, talents, etc., that you are willing to share.

- communications skills, charisma & civic pride -
- I love nature, Redwood trees, reading, libraries, drawing & art museums.

Karla D. Aren

Applicant signature

Please attach any additional pages or documents and return completed application to:

City of Farmington  
c/o City Manager's Office  
23600 Liberty Street  
Farmington, Michigan 48335  
(248) 474-5500 extension 2221

## KARLA D. AREN

22814 Brookdale Street, Farmington, MI 48336  
248-540-0040 x 124/ 248-790-4959 / karlaaren@gmail.com

### Experience:

Appraisal Research and Reporting 2010-Present  
Integra Realty Resources, Birmingham  
Employed in commercial real estate valuation, including value analysis, report writing, preparing comparable sales, rental surveys, demographics, building and site descriptions, interviewing brokers and municipal experts on zoning, wetlands and market trends.

Realtor 2008-2010  
Keller Williams Realty, Farmington Hills  
Prospected and assisted clients with buying, selling and investing in real estate. Coordinated market research, inspections, photos, staging, website and home tours for potential clients.

Appraisal Research and Reporting 1998-2003  
Richard Hanton and Associates, Troy  
Researched, analyzed and prepared real estate fee appraisals on varied income-producing properties. Conducted inspections, photography, market research and feasibility studies.

Managing Editor 1996-1998  
Red Group Publishing, Detroit  
Researched, wrote and copy-edited articles for automotive and health care corporate magazines. Originated and assigned stories to staff writers and artists. Met with clients to direct content.

Copy Editor 1994-1996  
PR Newswire, Southfield  
Copy-edited and programmed news releases for publication on the wire. Advised clients on timing and editorial direction for breaking business news.

News Intern 1994  
Cable News Network, CNN, Detroit  
Researched daily stories, conducted man-on-street interviews, assisted field reporter and assignment desk, monitored local broadcasts and wires.

### Education:

Appraisal Institute, Chicago, Illinois 1998-2000  
Goethe Institute, Berlin, Germany 1992-1993  
Calvin College, Grand Rapids, Michigan 1988-1992  
Bachelor of Arts - May 1992  
Majors: Communication Arts and Sciences, Studio Art Minor: Journalism  
- A Woman of Distinction in the Graduating Class of 1992  
- State of Michigan Competitive Scholarship, 1988-1992

**Appraisal Coursework Includes:**

110 Appraisal Principles  
120 Appraisal Procedures  
310 Basic Income Capitalization  
400 National USPAP Update Course  
420 Standards of Professional Practice  
320 Sales Approach in Real Property Valuation  
330 Cost Approach in Land Valuation

Michigan Land Valuation Issues  
Trends in Lodging Industry  
Valuation of Vacant Michigan Investments  
Business Practices & Ethics  
Litigation Appraisal Work  
Foundations in Sustainability: Greening of Real Estate

**Key Strengths**

- Project Management
- Database Administration
- Internal/External Customer Service
- Market Research
- Team Collaboration
- Proactive Problem Solving



**Farmington City Council  
Staff Report**
**Council Meeting Date:**  
July 15, 2013

**Reference  
Number  
(ID # 1328)**
**Submitted by:** Vincent Pastue, City Manager

**Description:** Discussion - Road Millage Renewal

**Requested Action:**
**Background:**

In 1994, Farmington voters approved a 1.6000 mill levy dedicated for road improvements. The formula associated with the Headlee constitutional amendment, approved by Michigan voters in 1978, has reduced the authorized millage over the years to 1.5438. Over the last ten years, the millage rate has been reduced to 1.0000 in an effort to maintain the existing millage rate.

As you are aware, most non-charter millage rates usually come with a sunset provision. Farmington's did not contain a sunset provision and was referenced as being perpetual. City Attorney Tom Schultz brought to my attention that under the State Constitution there is a limitation of twenty years for non-charter or debt millage. His feeling is that this millage will likely expire with the 2014 July tax bill.

City Administration is therefore recommending that the City Council place a renewal millage on the November 2013 ballot. Council would need to take action by early September in order to have it on the November ballot. City Administration's preference would be to have it on the August 19 agenda. The purpose of this agenda item is to discuss the frame-work for a possible ballot proposal. Listed below are various alternatives to consider.

1. Renew Road Millage at 1.6 mills - This would truly reflect a renewal millage proposal. It is recognized that this would be perceived as a millage increase since we have levied approximately one mill for the past ten years. Again, City Council always has the discretion to low the millage levy each year. From a City Manager's perspective, I wish we could still levy the maximum authorized millage rate. While we have maintained our streets in good repair, there are some that I wish were in better condition. I consider what we could have done with another \$1.0 Million plus over the last ten years for our local streets and I feel it would be noticeable.
2. Renew Dedicated Millage at a Lower Rate - I would not recommend anything lower that one mill. The Headlee provision that lowers millage rates will likely return as market value of homes exceeds the consumer price index. Over the last several years, home values plummeted. Now they are starting to rise at a level greater than the CPI which means a one-mill levy authorized by voters will quickly get reduced.
3. Let Dedicated Road Millage Lapse - The current Act 51 Gas and Weight Tax revenue municipalities receive from the Michigan Department of Transportation is not adequate to operate and maintain streets and roads. If you were to let the millage levy lapse, we would consider a policy by which we would earmark a portion of the Major Street Fund revenues for road construction (30%) and rely on residential special assessments for local streets.

There are three significant implications with this policy. First and most notable is that you would see a significant reduction in winter maintenance. We would still be able to keep the major streets open although the service level would be reduced. For a major snow storm with 12 or more inches of snow, it may take days for the residential streets to be cleared. Granted, our level of winter maintenance is superior. With this option our level of service would fall to the norm for other communities. Second, special assessments are very contentious. As a result street repairs do not take place until the pavement is failing which usually means a costly reconstruction which also increases residential special assessments. Special Assessments are much more administratively cumbersome: calculating special assessment, public notices, maintenance of the assessment roll, and meeting with residents to answer their questions. Finally, the road millage allows for real asset management so that we can maintain and extend the life of the pavement before a reconstruction needs to take place. It also makes planning of street projects much more predictable.

4. Consider a Capital Improvement Millage of 1.6 Mills - This would provide a dedicated source of revenue which we have talked about. The Council could still allocate the majority of the funds for road purposes but it does allow for greater flexibility to address other needs such as sidewalks, parks, municipal buildings, municipal parking, and other public improvements. The drawback to this is that roads are tangible and the existing millage has functioned well. Capital Improvements is not as tangible and would less likely be supported by residents distrustful of government.

#### **OTHER CONSIDERATIONS**

1. The City Council has levied 14 mills over the past four years for operations. The maximum authorized operating millage is 16.2294. The City Council could earmark a portion of this millage for roads or capital improvements. However, I do feel if property values continue to increase, the Headlee millage reduction will start impacting Farmington.

2. If the Council goes forward with a ballot language, I would recommend that it include authorization to issue debt. The existing road millage did not address issuance of debt. There are scenarios where it may be practical to issue short-term debt to take care of neighborhood projects in one-year rather than have it over a two or three year period. This would save in contractor mobilization costs and would reduce disruption to residents and businesses.

#### **RECOMMENDATION**

The renewal of the dedicated 1.6 mill road levy is recommended by City Administration. Our second choice would be a 1.6 mill levy for capital improvements

#### **Agenda Review**

##### **Review:**

**Vincent Pastue      Pending**  
**City Manager      Pending**  
**City Council Pending**

**Farmington City Council  
Staff Report**
**Council Meeting Date:**  
July 15, 2013

**Reference  
Number  
(ID # 1329)**
**Submitted by:** Vincent Pastue, City Manager

**Description:** Discussion - Economic Incentives

**Requested Action:**
**Background:**

Economic and Community Development Director Kevin Christensen and I will present an outline of a policy regarding economic redevelopment incentives. Given the number of projects that are currently being discussed, we are proponents of utilizing economic incentives to target the type of redevelopment we (Administration and City Council) feel would achieve the long-term financial and community development objectives. The incentives would involve reducing or waiving water and sewer connection charges, reducing or waiving building and trade permit fees, and reducing or eliminating costs associated with land development reviews.

We will receive requests from developers to address these costs. Consequently, having a general policy would be helpful when meeting with developers. It is important to keep in mind that we need to target these incentives for redevelopment that we deem beneficial. For example, would we consider reducing soft costs for a developer to relocate a dollar store? I don't believe we would consider this. This will be the nature of the discussion. Listed below are likely redevelopment projects that we anticipate will generate inquiries from developers for possible economic incentives.

1. Flanders School site
2. Old Courthouse Property
3. Orchards Second Phase
4. Maxfield Training Center
5. Grand River - Halsted Plaza
6. Drakeshire Plaza

**Agenda Review**
**Review:**

**Vincent Pastue**      **Pending**  
**City Manager**      **Pending**  
**City Council** **Pending**